

Education Director Job Description

Mandate:

The Education Committee, chaired by the Director of Education will:

- Be responsible and accountable for support, development and implementation of educational strategies for PaBIA that promote PaBIA's mission.
- Focus on the cycle of learning when designing those strategies that move our community beyond bearing witness to educating others, taking action and ultimately seeking change.
- Serve as the link between the Board of Directors and organizations, such as the GB4 and others, on matters of Education where appropriate.

Setting the direction:

- The Education Director will maintain and meet regularly with the Education Committee (EdCom). This committee will be comprised of 4-6 volunteer members, reflecting a diverse and balanced team from PaB neighbourhoods, who are interested in contributing their time and expertise in support of the implementation of Education Committee's mandate.
- Through on-going consultation with the PaBIA Board of Directors, the Ojibway Club representatives and Recreation Manager, Ward 3 Councillors of TOA, the GB4 organizations, Shawanaga First Nations, the local community and others where appropriate, the Education Director and EdCom will have a current understanding of the most pressing educational needs of the PaBIA community.
- The EdCom will seek to understand the activities and organization of PaBIA, and be aware of how stakeholders, trends and events external to the organization could influence that organization.
- The EdCom will identify the current issues that are germane to the interests of PaBIA and design and implement educational offerings that address those issues and further the understanding, knowledge sharing and positive actions of its members.
- Where appropriate, the EdCom will collaborate with other organizations whose mandates and activities are consistent with those of PaBIA .

Duties and Responsibilities:

- Identify current issues facing the PaBIA community and its members in a timely manner, e.g., septic systems, boat safety.
- Collaborate with other appropriate stakeholders, e.g., collaborate with Member Safety Portfolio on boat safety, with Environment Portfolio on septic systems and design educational offerings, e.g., articles, videos, courses, events, speakers, that address the key educational learnings and encourage action from the community.
- Identify areas of research being done that indicate potential negative impacts on the water and all the living things in the PaB environment, e.g., microfibers, dock foam pollution.
- Collaborate with other appropriate stakeholders and design educational offerings that address the key educational learnings from the research, including

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actionable strategies to offset those impacts and encourage beneficial action from the community.

- Approach Shawanaga First Nations Elders to consider a mutually beneficial relationship in which PaBIA might benefit from their knowledge and teachings and PaBIA might support their community with education deemed appropriate to them.
- Institute an annual educational offering of short articles on areas of general interest to appear in each eBlast over the course of the summer, e.g., flora, fauna, new nature apps, weather, etc.
- Respond to “hot topics” that may suddenly emerge, e.g., invasive species, algae blooms, and alert the community with educational offerings.
- Collaborate annually with Environment Director on consideration of Naturalist and Junior Naturalist foci and speakers.
- Consult annually with the PaBIA board and President to identify a focus for the PaBIA AGM speaker and be responsible for organizing the logistics for that speaker.
- Identify annually other timely topics of interest to our membership and take responsibility for organizing educational offerings on those topics where warranted.
- Respond to all programming requests from outside organizations, e.g., GBLT, GBF, and others that wish to present information to our community and make decisions on whether to book them based on the PaBIA educational focus for the particular season, the timely relevance of their offering to our community and the calendar of events already booked for the summer season.
- Seek out educational opportunities in collaboration with the Ojibway Club and OHPS to enhance our relationships with those organizations and to collaborate in areas of mutual benefit to our shared communities, e.g., trail walks, identification of flora and fauna along the trails, opportunities to leverage the Ojibway archives into a variety of educational offerings to be offered to the Ojibway Recreation program and/or the community.
- Assist other PaBIA committees with writing, editing or other educational support when requested.
- Solicit and consider all ideas for other educational offerings from the board and PaBIA community.